

## WESTAMPTON TOWNSHIP COMMITTEE MEETING

5:45 PM Workshop/Closed Session Meeting

7:00 PM Regular Meeting

December 17, 2019

1. Call Regular Meeting to Order – 7:00 PM
2. Requirements of the Sunshine Law (This meeting was advertised in the Burlington County Times on January 4, 2019)
3. Pledge of Allegiance
4. Moment of Silence
5. Roll Call
6. Approval of Agenda
7. Approval of Minutes: Regular Meeting Minutes 12/3/19; Closed Session Meeting Minutes 12/3/19; Workshop Meeting Minutes 12/3/19
8. Scheduled Appointments: None
9. Open Meeting to Public Comment on Agenda Items
10. Monthly Reports (posted on bulletin board) : WTES, Police, Public Works, Tax
11. Old Business: None
12. New Business:
  - a. 2020 Westampton Township Meeting Dates
  - b. NJDOT Municipal Aid Grant Award - \$243,000.00
13. Resolutions:
  - a. 125-19 Payment of Vouchers - this resolution approves the payment of bills through 12/17/19
  - b. 126-19 Refund Taxes, Block 204, Lot 3.03 – this resolution authorizes a refund of taxes due to a state tax appeal settlement for the CVS
  - c. 127-19 LESO 1033 Program – this resolution authorizes the police department to participate in the program which will enable them to request and acquire excess Department of Defense equipment
  - d. 128-19 Transfer of Appropriation Funds – this resolution authorizes the transfer of funds which reflect an excess to those which have a deficit
  - e. 129-19 Renew Shared Services Agreement – this resolution renews the shared services agreement with Hainesport Township for Construction Office services

for a 4 year period expiring 12/31/2023

- f. 130-19 Renew Shared Services Agreement – this resolution renews the shared services agreement with Eastampton Township for Municipal Court services for a 3 year period expiring 12/31/2022
  - g. 131-19 Chapter 159 – this resolution permits the insertion of a special item of revenue into the 2019 budget. The amount is \$602.65 for the Bullet Proof Vest Grant.
  - h. 132-19 Execution of Settlement Agreements with Fair Share Housing – this resolution authorizes the Mayor, Clerk and Solicitor to execute the documents necessary to effectuate the settlement agreements for Westampton Township's Fair Share Plan (Third Round Affordable Housing Plan)
  - i. 133-19 Designate Redeveloper of Block 805, Lot 1 – this resolution identifies Westampton Realty, LLLC as the exclusive redeveloper of this property and authorizes the execution of an interim costs agreement
  - j. 134-19 Authorize Contract with the BURLCO JIF's Retrospective Program – this resolution authorizes the Township of Westampton to enter into a program that affords the Township the opportunity through improved performance, to control their future assessments in accordance with the attached contract
14. Ordinances: None
  15. Correspondence:
    - a. Willingboro MUA – rate hearing for proposed 2020 rates, 12/18/19 @ 4:30 PM
  16. Committee Liaison Reports:
  17. Dates to Remember:
    - WTES Annual Santa Run, December 17<sup>th</sup> & 18<sup>th</sup>
    - Township Committee Reorganization Meeting, January 2, 2020 @ 6 PM
  18. Open Meeting for Public Comment
  19. Comments – Township Committee members
  20. Adjournment

Please note:

During the first public comment period, any resident or taxpayer of Westampton is welcome to comment on any governmental item of concern limited to the ordinances and resolutions being considered this evening. The second public comment period is open to any item of concern. A total of thirty (30) minutes has been allocated for each of the public comment periods. This time may be extended by the Committee.

If you wish to be heard, come to the podium and give your name and address to the Clerk for the record. The amount of discussion of any single speaker will be limited to three (3) minutes. Large groups are urged to select someone to represent them. No speaker shall engage in any personally offensive, derogatory or abusive remarks. The Mayor shall immediately call to order any speaker who violates this provision. An officer of the WTPD may remove any disruptive person at the Mayor's discretion.

Public Comment is an opportunity for the public to present their views—both positive and negative. It is not a question and answer period. Neither the Mayor nor Committee Members will engage in a back and forth exchange so speakers are encouraged to present all their views. The Mayor as well as any Committee Member may respond to any comment after such speaker is finished. The Mayor may refer the speaker to the Township Administrator, Department Head or any Committee Member to respond in writing.

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**WESTAMPTON TOWNSHIP**  
**2019 Closed Session Minutes**  
**December 3, 2019**

Present: Mr. DeSilva, Mr. Eckart, Ms. Hynes, Mr. Henley, Mayor Wisniewski, Solicitor Walter Denson, Municipal Clerk Marion Karp, Administrator Jim Brady, Township Planner Barbara Fegley

Resolution 12-3-19 for closed/executive session to discuss personnel and litigation.

Discussed:

1. Police personnel
2. Affordable housing update
3. Administration update

The meeting was re-opened to the public at 6:33 PM.

Marion Karp  
Municipal Clerk

**DRAFT**

**WESTAMPTON TOWNSHIP  
2019 Workshop Session Minutes**

**December 3, 2019**

Present: Mr. Eckart, Mr. Henley, Ms. Hynes, Mayor Wisniewski, Solicitor Walter Denson, Municipal Clerk Marion Karp, Administrator Jim Brady

Police Chief Steve Ent gave an update on the vagrancy issue; they had recently met with Twin Oaks as well as Human Services. Another meeting would be taking place next week which would include tenants and management from the Woodlane Square shopping center.

Fire Chief Craig Farnsworth discussed the EMT only program and distributed information to the Committee.

The meeting was opened to the public for comment.

Peter Arbelo, Berkshire Drive – commented that it wasn't only the homeless that were congregating in back of the shopping center.

John Mumbower, Lancaster Drive – asked for an update on the affordable housing; since it was still in litigation, nothing could be disclosed at the present time. Once a settlement was reached, the public would be notified.

There being no further comments nor business, the meeting was adjourned at 6:56 PM.

Marion Karp  
Municipal Clerk

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WESTAMPTON TOWNSHIP COMMITTEE MEETING

5:45 PM WORKSHOP/EXECUTIVE SESSION    7:00 PM REGULAR MEETING

December 3, 2019

The meeting was called to order and opened at 7:03 PM by Mayor Wisniewski. Requirements of the Sunshine Law were read. This meeting was advertised in the Burlington County Times on January 4, 2019. The flag was saluted and there was a moment of silence.

Roll Call:

Committeeman DeSilva	Present
Committeeman Eckart	Present
Committeeman Henley	Present
Committeewoman Hynes	Present
Mayor Wisniewski	Present

Walter Denson, Solicitor, was present. Administrator James Brady and Marion Karp, Clerk, were present.

Approve Agenda – motion to approve the agenda made by Ms. Hynes; second by Mr. DeSilva. All voted yes.

Minutes of the 11/12/19 meeting; 11/12/19 closed/executive session minutes; 11/12/19 workshop minutes – motion to approve by Mr. Henley; second by Ms. Hynes. All voted yes, Mr. De Silva abstained.

**Scheduled Appointments:**

None

**Public Comments on Agenda Items**

John Mumbower – asked about how involved the Township Committee is in the rate proposal for Willingboro MUA.

**New Business:**

None

**Resolutions**

a. 120-19 Payment of Vouchers - this resolution approves the payment of bills

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through 12/3/19. Motion to approve made by Ms. Hynes; second by Mr. DeSilva. All voted yes.

b. 121-19 Change 2020 Township Committee Reorganization Date – this resolution changes the date of the annual reorganization from 1/7/20 to 1/2/20. Motion to approve made by Ms. Hynes; second by Mr. Eckart. All voted yes.

c. 122-19 Cancel Taxes, Block 1805, Lot 4 – this resolution cancels taxes on a property that has been declared totally tax exempt for a 100% disabled veteran. Motion to approve made by Mr. Henley; seconded by Ms. Hynes. All voted yes.

d. 123-19 Refund Taxes, Block 203, Lot 2 & Block 203, Lot 3 – this resolution refunds taxes as the tax assessor has combined these properties. Motion to approve made by Ms. Hynes; seconded by Mr. Henley. All voted yes.

e. 124-19 Bond Reduction, KCA Westampton, LLC, Block 203, Lot 5 – this resolution reduces the performance bond by 70% due to satisfactory completion of some of the site improvements, as per the township engineer's recommendation. Motion to approve made by Ms. Hynes; seconded by Mr. DeSilva. All voted yes.

### **Ordinances**

None

### **Correspondence:**

Willingboro MUA – rate hearing for proposed 2020 rates, 12/18/20 @ 4:30 PM

### **Committee Liaison Reports**

Ms. Hynes - WTES pictures with Santa was this past weekend; it was a huge success. Their Santa Run is coming up; thanks to the department for all the extra things they do. The next school board meeting is Monday December 9 at 7 PM; they have finally completed the HPC ordinance review; their next meeting is December 18<sup>th</sup>. There will be openings on the Timbuctoo committee for 2020. HPC also finally has a flyer to distribute to real estate agents when showing homes in Rancocas.

Mr. Henley – Breakfast With Santa is approaching. He thinks that moving the date for the Fall Festival was advantageous; they will be doing it again next year as well as thinking about about activities for the adults at this festival as well.

### **Dates to Remember**

Burl. Co. Elected Officials Seminar, Dec. 5 @ 5:30 PM, O'Connor's

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Annual Senior Citizen's Dinner, December 12<sup>th</sup>, 6 PM

Westampton Recreation's Annual Breakfast with Santa, WMS, December 14<sup>th</sup>

WTES Annual Santa Run, December 17<sup>th</sup>, 18<sup>th</sup> & 19<sup>th</sup>

### **Open to public Comment**

Nancy Burkley, Olive Street – thanked Linda Hynes for her work on the HPC brochure and the ordinances; she really feels they were needed and important. We need to put openings on the website for particular boards and any skills that are necessary; we need to put them on Facebook as well.

Alda Harris-Copeland, Mt. Holly – is interested in Timbuctoo, she wanted to know if she had to live in Westampton to participate. The 2020 Census is approaching; she is here to facilitate partnerships. This is the first time the Census is being offered online. Jobs pay \$20/hour minimum and are paid weekly; no experience is necessary; the Census Bureau provides training, the only requirement is to be 18 years old. She had information that could be posted on our website. She would like someone on the Committee to act as a representative on the Complete Count committee. Linda Hynes was already involved in this particular committee. There are 50,000 jobs available.

John Mumbower, Lancaster Drive – asked about the affordable housing; he understands that we have requirements that we have to fulfill; he asked the committee to please not accept any more PILOTs.

### **Committee Members Comments**

Ms. Hynes – Census 2020 is very important; it has much more of an impact than most people realize. With regard to the Willingboro MUA, Mr. Berberian attends most meetings but they are scheduled at the most inconvenient times during the day when working people can't attend. She wanted to recognize some talented individuals; RVRHS put on The Addams Family; many in the show were from Westampton Township. The talent was amazing and the support was amazing; many WMS teachers attended the show in support of their former students.

Mr. Henley – he and the administrator had met with Willingboro MUA about a month ago. They seemed very open to anything Westampton mentioned; they left the meeting feeling that they had not been taken advantage of. They had met with the executive director. He wanted all to know that the Committee is trying to do the best they can for the residents of Westampton regarding the affordable housing. Thanks to all for coming out.



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Mr. DeSilva – thanks to all who came out to the meeting.

Mayor Wisniewski – the Complete Count Committee is very important; the time for the census is approaching. He thanked all for coming out and attending the meeting.

There were no further comments and the meeting was adjourned at 7:33 pm.

Respectfully submitted,

Marion Karp, Municipal Clerk

Range: Block: First to Last  
 Lot:  
 Qual:  
 Range of Codes: First to Last  
 Range of Batch Ids: First to Last  
 Range of Spec Tax Codes: First to Last  
 Payment Type Includes: Tax: Y Sp Charges: Y Lien: Y Sp Assmnt: Y  
 Misc: Y  
 Payment Method Includes: Cash: Y Check: Y Credit: Y Range of Installment Due Dates: First to Last  
 Print Miscellaneous w/Block/Lot/Qual: N Print Only Miscellaneous w/Block/Lot/Qual: N

Code Description	Count	----- Principal -----		2018	2019	2020	Interest	Total
		Arrears/Other						
001 PROPERTY TAXES	2265	0.00	20,917.89	3,595,672.90	15,068.20	7,048.84	3,638,707.83	
005 WIPP PAYMENTS	100	0.00	0.00	490,645.99	3.76	213.00	490,862.75	
101 SUBSEQUENT TAXES	6	0.00	0.00	4,472.33	0.00	38.37	4,510.70	
901 TAX SALE - TAX	16	0.00	19,279.06	0.00	0.00	3,462.03	22,741.09	
907 TAX SALE- COST	55	0.00	0.00	0.00	0.00	3,921.41	3,921.41	
Tax Payments	2442	0.00	40,196.95	4,090,791.22	15,071.96	14,683.65	4,160,743.78	
038 SEWER PAYMENTS	82	0.00	0.00	56,389.83	0.00	11,526.71	67,916.54	
904 TAX SALE-SEWER	50	500.00	200.00	25,626.06	0.00	5,707.35	32,033.41	
Sp Charges Payments	132	500.00	200.00	82,015.89	0.00	17,234.06	99,949.95	
020 REDEMPTION -OL	4	1,403.58	0.00	0.00	0.00	0.00	1,403.58	
035 LIEN SEARCH FEE	2	24.00	0.00	0.00	0.00	0.00	24.00	
Lien Payments	6	1,427.58	0.00	0.00	0.00	0.00	1,427.58	
025 OLD - COST OF SALE	81	0.00	0.00	0.00	0.00	5,634.95	5,634.95	
906 TAX SALE - PREMIUM	52	203,200.00	0.00	0.00	0.00	0.00	203,200.00	
Misc Payments	133	203,200.00	0.00	0.00	0.00	5,634.95	208,834.95	
Payments Total:	2713	205,127.58	40,396.95	4,172,807.11	15,071.96	37,552.66	4,470,956.26	
Cash o/s Total:	0	0.00	0.00	0.00	0.00	0.00	0.00	
NSF Reversals Total:	0	0.00	0.00	0.00	0.00	0.00	0.00	
Total:	2713	205,127.58	40,396.95	4,172,807.11	15,071.96	37,552.66	4,470,956.26	

Total Cash: 57,606.44

Total Check: 4,401,246.20

Total Credit: 12,103.62

**WESTAMPTON TOWNSHIP POLICE DEPARTMENT**  
**710 RANCOCAS ROAD**  
**WESTAMPTON NJ 08060**  
**PHONE: (609) 267-3000 FAX: ( 866) 252-7006**  
**CHIEF STEPHEN ENT**

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To: Westampton Township Committee  
From: Chief Stephen Ent  
Date: December 1, 2019  
Subject: Police Department Report from November 1, thru November 30, 2019.

**Training:**

Alcotest Recertification (4 Hours)	Sgt. Lutz, Sgt. Gleason, Ptl. Woods
K-9 Training (1 day)	Ptl. Rowbottom
Internal Affairs Class (1/2 day)	Chief Ent, Lt. Ferguson, Lt. Bialous
Transition to Supervision (3 days)	Det. Austin
Hate Crimes (1 day)	Det. Redfield
Children's Resilience Training (1 day)	Ptl. Moran

**Personnel:**

Ptl. Gable on transitional duty for maternity.

Sgt. Caulfield is back from military duty and is transitioning back into the police department.

Ptl. Rowbottom was injured on duty November 11<sup>th</sup> and is currently on transitional duty.

Ptl. Lloyd is on family leave until December 2, 2019.

**Equipment:**

The "Traffic Sign" was deployed at various locations in the Township to support traffic issues and also community events.

The portable "Speed Sign" was deployed on Holly Lane during the month of November. This sign is able to detect speeds 24/7 on the street that it's deployed on.

During the month of November the medicine drop box collected 28 pounds of medication.

**Activities:**

In the month of November, several officers participated in "No-shave November" and gave a donation to the Becky's Beard Foundation.

On November 5, 2019, Sgt. Ferguson held the quarterly JIF safety meeting at the Westampton Twp Municipal Building.

On November 13, 2019, Sgt. Brewer assisted BCIT in their annual ALICE training for active shooter response in the school.

On November 18, 2019, Chief Ent attended a meeting with Sgt. Chieffalo with Twin Oaks regarding the ongoing homelessness issue in Westampton.

On November 19, 2019, Chief Ent attended the Burlington County Coalition for the Homeless (BCCH) meeting at the Human Services building.

On November 20, 2019, Chief Ent attended an annual meeting with Dr. Nagy, Superintendent of the Burlington County Special Services and Burlington County Institute of Technology Schools.

On November 26, 2019, Chief Ent attended the monthly JIF fund commissioner meeting in Hainesport.

Calls for service (Incidents) for November were 1498. Motor vehicle summonses in November were 341. MIT was not conducted this month because of manpower.

The detective division had 26 new cases that were opened in November and 8 were cleared or closed. Please refer to Lt. Ferguson's reports for further details.

Respectfully,



Chief Stephen Ent  
Westampton Twp Police Department  
(609)267-3000  
Email: ent@wtpd.us

# Westampton Township Police Department Vehicle Mileage Report: December 1, 2019

Veh#	Tag	VIN	Year	Make	Model	Unit	End	Start	Patrol	Unmarked
01	177728MG	1FM5K8AR3FGC68693	2015	Ford	Interceptor	Patrol	40,812	40,566	246	
02	177729MG	1FM5K8AR1FGC68692	2015	Ford	Interceptor	Patrol	66,083	66,083	0	
03	N/A	N/A	N/A	N/A	N/A	N/A		0	0	
04	17730MG	1FM5K8ARXFGC68691	2015	Ford	Interceptor	Patrol	65,735	64,253	1482	
05	17787MG	2C3CDXAT0EH367488	2014	Dodge	Charger	Patrol	56,803	55,651	1,152	
06	26225MG	1FM5K8AR8JGB34934	2018	Ford	Interceptor	Patrol	29,175	26,984	2191	
07	30583MG	2C3CDXKT2KH518101	2019	Dodge	Charger	Patrol	4,322	3,022	1300	
08	MG91779	1FMJU1G54CEF52247	2012	Ford	Expedition	Patrol	117,937	117,937	0	
09	MG91778	1FMJU1G56CEF52248	2012	Ford	Expedition	Patrol	115,001	113,101	1900	
10	MG91777	2C3CDXKTKH514975	2019	Dodge	Charger	Patrol	13,250	11,601	1649	
2708	MG71977	2FAHP71W66X134683	2006	Ford	Crown Vic	SRO	125,388	125,288	100	
	MG93120	2C3CDXAG9CH264702	2012	Dodge	Charger	Backup	109,669	109,669	0	
Admin	PUL31Z	1GNSK3EC4FR594255	2015	Chevy	Tahoe	Chief Ent	37,069	36,702		367
Admin	D19AYE	1FMEU72E26UB62754	2006	Ford	Explorer	Lt. Ferguson	124,689	124,572		117
Admin	D88EAD	2FAFP73V38X152301	2008	Chevy	Crown Vic	Lt. Bialous	67,145	66,562		583
DB1	RGK30E	2B3KA4ET99H642133	2009	Dodge	Charger	Det. Austin	132,210	131,941		269
DB2	NAD33A	2C3CDXAG0CH264703	2012	Dodge	Charger	Det. Polite	114,434	114,172		262
DB3	K97GFX	JTHBK1EG7A2383731	2010	Lexus	ES350	DB	71,190	70,974		216
DB4	GJU74F	2G1WF55E6Y9376044	2000	Chevy	Impala	DB	104,464	103,614		850
										0
							Patrol		10020	
							Unmarked			2,664
							<b>Total Mileage</b>		<b>12684</b>	



Prepared by: Chief Ent

Date: 12/1/2019

## Westampton Township Police Department Year 2019

	January	February	March	April	May	June	July	August	September	October	November	December	Year End Total
Arson	0	0	0	0	0	0	0	0	0	0	0	0	0
Traffic Summons	332	240	301	253	361	507	409	507	320	356	331		3917
Motor Vehicle Accidents	42	29	27	35	40	49	24	30	41	31	46		394
Assaults	3	3	2	4	4	4	4	1	4	4	1		34
Domestics	6	10	13	6	15	7	21	10	16	13	13		130
Rapes	1	0	1	0	0	1	3	0	0	0	1		7
Homicides	0	0	0	0	0	0	0	0	0	0	0		0
Larceny	11	9	8	12	8	12	16	15	10	11	6		118
Motor Vehicle Thefts	1	3	0	0	0	0	0	0	0	1	2		7
Burglaries	1	0	1	1	1	0	2	0	2	1	1		10
Adult Arrests	34	27	41	21	42	55	50	47	42	35	37		431
Juvenile Arrests	5	0	9	0	1	3	0	0	0	4	3		25
Robberies	0	0	2	0	0	1	0	0	0	1	0		4
Incidents	1259	1205	1337	1195	1453	1334	1457	1322	1399	1493	1498		14952
Quick Calls	456	454	484	459	492	595	519	612	454	0	0		4525



**Westampton Township Police Department  
Yearly Stats (as of 12/1/19)**

	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021
Arson	0	0	1	0	1	0	0	1	0	1	0		
Traffic Summons	6379	6064	5602	4988	4424	6486	6541	4693	4045	3353	3917		
Motor Vehicle Accidents	446	442	478	444	433	462	461	483	428	473	394		
Assaults	51	36	49	59	41	35	62	52	44	34	34		
Domestics	135	168	133	128	93	95	121	113	137	119	130		
Rapes	2	3	1	2	3	2	7	7	8	8	7		
Homicides	0	1	0	0	0	0	0	0	0	0	0		
Larceny	151	129	121	142	179	155	126	113	129	109	118		
Motor Vehicle Thefts	11	4	5	14	7	9	4	10	6	10	7		
Burglaries	29	39	38	28	33	30	13	17	23	27	10		
Adult Arrests	630	646	518	518	555	756	657	584	594	409	431		
Juvenile Arrests	37	44	36	44	26	27	22	26	22	24	25		
Robberies	6	10	4	6	8	8	0	6	10	6	4		
Incidents	14820	13765	13381	11753	11717	12636	13886	14504	15820	14846	14952		
Quick Calls	9832	8092	7181	6693	5977	7795	8309	6155	6340	5774	4525		





# WESTAMPTON TOWNSHIP POLICE DEPARTMENT DETECTIVE MONTHLY ACTIVITY REPORT



**Month of: November 2019**

**New Cases: 26**

Homicide:	0	Harassment / Threat(s):	0
Aggravated Assault:	0	Criminal Mischief:	0
Sexual Assault:	2	Motor Vehicle Theft(s):	2
Robbery:	1	Unattended Death(s):	0
Overdose:	2	DNA Submission:	0
Burglary:	1	Lost Property	0
Larceny:	6	Bias Incident	0
Motor Vehicle Burglary:	0	Poss Of Weapon	0
Fraud:	12	Counterfeiting	0

<b>Cases Cleared / Closed:</b>	8	<b>Megan's Law Notifications:</b>	0
<b>A.B.C. Investigations:</b>	0	<b>Megan's Law Registrations/ Verifications:</b>	3
<b>Firearms Background Checks:</b>	6	<b>Other Background Checks: (Military / Fire / DVRT / Etc.)</b>	43
<b>Arrests (Field Reporting):</b>	<b>Adult:</b> 4	<b>Juvenile:</b> 0	
<b>CDR's Generated:</b>	<b>Adult:</b> 7	<b>Juvenile:</b> 0	

**Training:**

During the month of October members of the Westampton Investigative unit participated in the following training:

- Lt Ferguson BCIA Training 11/13 (1 day)
- Det Austin: Transitioning to the Supervisor 11/13-11/15(3 days),
- Det Polite: None
- Det Redfield: Alcotest Recert (1 day), ADL hate Crime Seminar 11/13 (1 day)

Medicine Drop Box for the month of November had 28 lbs.

Ptl Rowbottom, Det Polite, and Lt Ferguson are working with Tyler Technology on the implementation of the New County Wide software program.



**Criminal Complaints / Arrests:**

The Detective Bureau is currently conducting background checks for Westampton School PTO Volunteer Members.

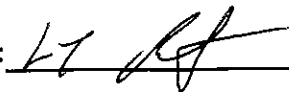
Lt Ferguson worked with BCIT officials in identifying a juvenile that made a Terroristic Threat. The juvenile was interviewed and charged accordingly.

Det Austin successful closed out the complaints against the ACO officer for Animal Cruelty. His findings were relayed to the Chief and Twp Council. Det Austin has been reassigned to the Patrol Division to assist with man power shortages.

Det Redfield solved two counterfeiting cases and charged the suspect accordingly. he is currently working on identifying suspects from this month's Conaco Burglary.

**Other:**

SIGNATURE: \_\_\_\_\_



DATE: \_\_\_\_\_

12/10/19

# Westampton Township Emergency Services

*Raising The Standard In Community Service*

780 Woodlane Road Westampton, New Jersey 08060

Phone (609) 267-2041 Fax (609) 267-3305

[www.westamptonfire.org](http://www.westamptonfire.org)



Monthly Report

November 2019

Due to a new software system implemented by the County, the department is unable to accurately report the number of calls that we have responded to. As soon as we can access this information we will update our reports to reflect the correct information.

### Vehicle Mileage

Veh #	Year	Make	Model	Unit Type	End	Start	Total
801	2013	Ford	E-450	Ambulance	87702	85879	1823
802	2015	Ford	E-450	Ambulance	63008	62596	412
803	2010	Ford	E-450	Ambulance	40593	40560	33
2723	2006	KME	Predator	Rescue - Engine	77626	76859	767
2725	2013	KME	Severe Service	Ladder	25537	25421	116
2729	2017	Ford	F-350	Utility	24528	23830	698
2728	2006	Ford	F-250	Utility	OOS	OOS	OOS
FM272	2006	Ford	Explorer	Duty/Inspector	69320	68680	640
2700	2015	Chevy	Tahoe	Command Car	41964	41021	943

## Out of Service Apparatus 2019

	<b>2723</b>	<b>2725</b>	<b>27801</b>	<b>27802</b>	<b>27803</b>
<b>January</b>	1	0	0	20	0
<b>February</b>	1	0	0	13	0
<b>March</b>	0	0	16	0	4
<b>April</b>	3	15	5	1	6
<b>May</b>	3	4	2	1	0
<b>June</b>	1	3	4	5	3
<b>July</b>	2	8	1	0	1
<b>August</b>	0	2	4	3	2
<b>September</b>	0	6	0	0	28
<b>October</b>	0	7	0	2	13
<b>November</b>	1	0	6	0	0
<b>Totals</b>	<b>12</b>	<b>43</b>	<b>34</b>	<b>42</b>	<b>55</b>

### Apparatus and Equipment

#### Rescue Engine 2723

- New fuel and fuel filters in vehicle.
- Driver's side reverse light out.
- PM service completed.
- Onboard generator out of service.
- Passenger side outer headlight out.
- Radiator smell, possible leak.

#### Ladder 2725

- In service.

#### Ambulance 27801

- New front tires.
- Alignment done.

#### Ambulance 27802

- Airbag light on dash display.

Ambulance 27803

- Inside door broken.

2729

- In service.

2728

- Out of service, needs new motor.

FM272

- Check engine light on, O2 sensor.

Equipment

- Several meters need calibrated.

### Staffing

	Volunteer Duty	Sick Leave	Comp Time	Personal Time	Vacation Time	Bereavement Leave	Workers Comp	Admin Time
January	492.5	221.5	202.5	65.5	24	48	163.5	0
February	187	118	208.5	65	106.5	0	168	0
March	418.5	311	316.5	20	165	24	0	0
April	400.5	198	289.5	36.5	113	0	0	0
May	328	189.5	363.5	56.5	128	0	0	0
June	318	247	259	77	136	48	0	0
July	267.5	193.5	369	41.5	274	0	0	112.5
August	341.5	128	584	50	48	0	0	240
September	336	150	384	55.5	25	24	36	120
October	303.5	222	366	26	21.5	72	0	0
November	278.5	365.5	391	67.5	131.5	0	0	0
December								
<b>YTD</b>	<b>3671.5</b>	<b>2344</b>	<b>5603</b>	<b>561</b>	<b>1072.5</b>	<b>1559</b>	<b>367.5</b>	<b>472.5</b>

### **Incident/Events (Started June)**

6/1- D34 Color Run at RV fields D34

6/4- #1660- Cardiac Arrest

6/5- #1676- Cardiac Arrest

6/7- 2725 provide slip and slide for 3<sup>rd</sup> grade at Holly Hills

6/7- #1689- Cardiac Arrest

6/8- 5k at RV fields D34

6/10- #1727- Rescue NJTP

6/16- #1791- House fire D50

6/17- Provide tourniquet training for Westampton DPW

6/19- #1820- Hazmat in Palmyra

6/28- #1948- Trauma/Industrial accident

6/28- Provide BLS for D27 police agility test

6/29- 2725 provide slip and slide for Rec pizza party/end of season party sports complex

6/30- #1968- Rescue D50

7/2- #1990- Cardiac arrest/Save

7/4- Rancocas 4<sup>th</sup> of July parade

7/9- #2074- DOA

7/9- Cooper EAP training in station

7/18- #2167- DOA

7/18- #2176- Overdose

7/19- #2182- Overdose

7/20- EMS stand-by sports complex for soccer tournament

7/20- #2201- D30 Infant drowning

7/23- #2237- Rescue NJTP

7/25- #2264- D50 DOA

7/25- #2272- Cardiac Arrest  
7/29- #2307- D50 3 Alarm apartment fire  
7/31- #2332- Rescue NJTP  
8/4- #2375- Automobile fire  
8/6- National Night Out  
8/11- #2438- MVA trauma/fly out D34  
8/13- #2463- Trauma  
8/15- Eastampton Youth police academy  
8/16- #2504- Overdoes/Cardiac Arrest  
8/16- TCA camp fire prevention  
8/18- #2513- Trauma/Fly out  
8/21- #2555- House Fire D50  
8/22- #2560- Trash truck fire D39  
8/27- #2601- D36 3 Alarm apartment fire  
8/27- #2607- Fall victim trauma/Fly out  
8/31- Westampton Emer. Services Splish Splash end of summer event at station  
8/31- Ladder with flag at county library/amphitheater for drug prevention event with prosec.  
9/3- #2665- Overdose  
9/3- #2666- Departmental MVA with Ambulance 27803  
9/4- #2677- Amputation D34  
9/19- #2830- Motor Vehicle Rescue  
9/19- #2831- Overdose  
9/19- Special Services School transition event  
9/21- EMS standby Buttonwood Park D34  
9/22- #2859- Overdose  
9/24- #2887- Trauma  
9/25- #2894- Trauma

9/27- #2927- Overdose

9/27- RV Homecoming parade

9/28- Burlington County Sheriffs Youth Academy

9/30- Fire Prevention at Different and Wonderful

**\*\*October is missing some incident data to report as we were unable to determine some of our higher priority calls due to the CAD issues\*\***

10/2- Goddard school fire prevention

10/3- The Learning Experience fire prevention

10/3- Fire Safety Rocks concert at Burlington County library

10/4- Hope Academy fire prevention

10/4- Lumberton FD open house

10/6- Mount Holly house fire

10/7- Holly Hills fire prevention

10/8- Holly Hills fire prevention

10/9- Holly Hills fire prevention

10/10- Fire Prevention open house

10/10- Willingboro house fire

10/11- BCIT Daycare fire prevention

10/11- Westampton Twp. Fall Festival

10/12- Home Depot Fire Safety Day

10/15- Burlington County Special Services school fire prevention

10/16- Mount Holly house fire

10/16- After the Fire presentation at Rancocas Valley High School

10/16- Burlington County Special Services school fire prevention

10/18- Mansfield building fire

10/25- Standby for bonfire at Buttonwood Park, Eastampton

10/25- Willingboro house fire



10/30- Westampton building fire

10/30- Rescue Rt. 295

10/31- Burlington townhouse fire

10/31- Hand out candy to kids around town for trick-or-treating

11/9- Moose Lodge Fall Festival

11/11- EMS standby at Eastampton Middle School

11/14- Stop the Bleed class at 272

11/19- First aid for Boy Scouts

11/20- Community CPR at 272



December 12, 2019

To: Jim Brady & Township Committee

From: Parker Smith, Director of Public Works

Subject: November Department Report

### Roads

Crews completed roadway crack sealing on the eastern side of the Deerwood development early this month. Weather and resources permitting we anticipate completing the west side next fall. A fallen tree on Kings Road required the services of both the Police and Public Works for its safe removal. Settlers Pond is experiencing beaver problems once again. We have been in contact with the USDA to obtain permits for removal. Unfortunately they have made some policy changes in the past year and only distribute permits in trapping season which begins mid-December. Previously they had allowed them throughout the year. This has required additional resources to clean out the outfall 2 to 3 times per week. The remainder of this month's resources has all been directed at leaf collection. Mother Nature has been kind thus far and allowed us to stay on schedule almost being able to complete a rotation every week. This is a huge improvement over previous years. Many thanks to the hard work of the Department for being able to collect a total of 1670 cubic yards of leaves for the month.

### Facilities

A good month for facilities with only minor HVAC repairs being needed at both the Public Works garage and the Fire Department. Building security improvements are slated to continue in December.

### Miscellaneous

The Dept. assisted the setup and breakdown for Election Day and the annual Rabies Clinic. We also assisted Holly Hills School with use of our light towers for back to school night.

### Equipment Repairs & Maintenance

In addition to minor repairs the following was completed-

#### Public Works-

#1- hydraulic issue, out of service till further notice

#47- clean and winterize

#56- wiring issue, pintle install

#63- PM and plow repair

#L3- starting issue

#L5- flat tire

Prep all plows and spreaders for winter

Clean and grease all mowers for winter

### Personnel

The Department is still operating at a loss with one employee out with a work man comp injury and one on personal leave.

Respectfully Submitted

Parker C. Smith III



## Westampton

Public Works Department  
710 Rancocas Road  
Westampton, NJ 08060  
609-267-1891 ext. 114

### Service Request Materials

All Service requests Started between the dates of 11/1/2019 and 11/30/2019.

#### Leaves

	<u>Count</u>	<u>Fee</u>
Leaf Vac #30	26	650.00
Leaf Vac #40 or #50	51	1,020.00
<u>Totals</u>	77	1,670.00

## 2020 WESTAMPTON TOWNSHIP MEETING DATES

ALL MEETINGS ARE HELD IN THE WESTAMPTON TOWNSHIP MUNICIPAL BUILDING, 710 RANCOCAS ROAD, WESTAMPTON TOWNSHIP

### TOWNSHIP COMMITTEE

The Township Committee of Westampton Township, County of Burlington and State of New Jersey will hold two regular meetings each month at 7:00 P.M. on the first and third Tuesdays; one meeting in July, August & November; Workshops or Executive Sessions if needed, will be held at 5:45 P.M. prior to the regular meeting.

January 2, 2020, 6 PM	June 16, 2020
January 21, 2020	July 14, 2020
February 4, 2020	August 18, 2020
February 18, 2020	September 1, 2020
March 3, 2020	September 15, 2020
March 17, 2020	October 6, 2020
April 7, 2020	October 20, 2020
April 21, 2020	November 10, 2020
May 5, 2020	December 1, 2020
May 19, 2020	December 15, 2020
June 2, 2020	January 5, 2021 - Reorganization

### LAND DEVELOPMENT BOARD

The Land Development Board will meet the first Wednesday of each month at 7:00 P.M., providing applications have reached the Secretary fifteen (15) working days prior to meeting date. The meeting will be canceled fourteen (14) working days prior to meeting date if no applications have been received. Meeting dates:

January 8, 2020	July 1, 2020
February 5, 2020	August 5, 2020
March 4, 2020	September 2, 2020
April 1, 2020	October 7, 2020
May 6, 2020	November 4, 2020
June 3, 2020	December 2, 2020
	January 6, 2021 – Reorganization

HISTORIC COMMISSION

Meetings held the fourth Wednesday of each month at 7:00 P.M., providing applications have reached the Secretary 10 days prior to the meeting.

January 22, 2020	July 22, 2020
February 26, 2020	August 26, 2020
March 25, 2020	September 23, 2020
April 22, 2020	October 28, 2020
May 27, 2020	November 18, 2020
June 24, 2020	December 16, 2020

RECREATION COMMITTEE

Meetings held second Wednesday of each month at 7:00 P.M.

January 8, 2020	July 8, 2020
February 12, 2020	August 12, 2020
March 11, 2020	September 9, 2020
April 15, 2020	October 14, 2020
May 13, 2020	November 18, 2020
June 10, 2020	December 9, 2020

The Municipal Building will be closed on the following dates in 2020:

January 1, 2020	September 7
February 17	October 12
April 10	November 11, 26, 27
May 25	December 24, 25
July 3 (observance of 4 <sup>th</sup> of July)	



# State of New Jersey

DEPARTMENT OF TRANSPORTATION  
P.O. Box 600  
Trenton, New Jersey 08625-0600

PHILIP D. MURPHY  
*Governor*

DIANE GUTIERREZ-SCACCETTI  
*Commissioner*

SHEILA Y. OLIVER  
*Lt. Governor*

November 21, 2019

The Honorable John Wisniewski  
Mayor, Westampton  
710 Rancocas Road  
Westampton, NJ 08060

Dear Mayor Wisniewski:

I am pleased to inform you that Westampton has been selected to receive funding from the New Jersey Department of Transportation's (NJDOT) Fiscal Year 2020 Municipal Aid Program for the NJDOT Municipal Aid Program Project in the amount of \$243,000.00.

NJDOT's Municipal Aid Program is a very competitive program. This year the Department received 661 applications requesting more than \$368 million. The Transportation Trust Fund (TTF) supported by the State gas tax is the source of the \$161.25 million funding for this program.

As part of the Department's Commitment to Communities, NJDOT provides statewide assistance to local governments for improvements and preservation of the local transportation network. The local network makes up about 90 percent of New Jersey's roadways. The successful completion of your project will help keep our network flowing and provide your constituents and everyone that uses local roads a transportation system supporting all of our mobility needs.

Should you have any questions regarding your grant, please contact Salim Mikhael at 856-414-8413 in Cherry Hill of the Local Aid District Office.

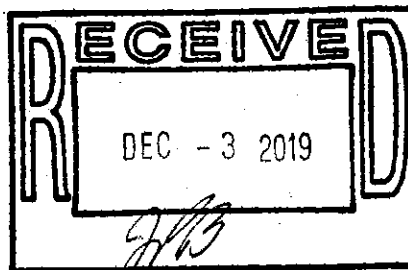
Again, thank you for your support of this program and good luck with your project.

Sincerely,

Diane Gutierrez-Scaccetti  
Commissioner

cc: Municipal Clerk  
Municipal Engineer

TOWNSHIP COMMITTEE  
C.F.O.  
DPW



"IMPROVING LIVES BY IMPROVING TRANSPORTATION"

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TOWNSHIP OF WESTAMPTON  
APPROVING PAYMENT OF VOUCHERS  
FOR THE PERIOD ENDING 12/17/19  
RESOLUTION NO. 125-19

WHEREAS, the Township is in receipt of various vouchers submitted by vendors and/or other claimants for goods rendered and/or services provided to the Township; and

WHEREAS, the Chief Financial Officer has certified that there exists a line item appropriation against which each claim shall be charged and that there are sufficient funds available for the payment of each voucher; and

WHEREAS, each voucher contains a certification of a department head, or duly designated representative having personal knowledge of the facts that the goods have been provided or services rendered to the Township and that the goods or services are consistent with prior authorizations; and

WHEREAS, a list of all conforming claims which have been approved by the Chief Financial Officer has been prepared and reviewed by the Township Committee and is appended hereto as Exhibit A.

NOW BE IT RESOLVED that the Committee for the Township of Westampton for the reasons set forth above hereby approves the payment of the vouchers set forth on the attached Exhibit A and this Resolution shall be recorded as part of the minutes of this meeting and shall upon approval be open to the public.



TOWNSHIP OF WESTAMPTON

A RESOLUTION REFUNDING TAXES FOR  
A STATE TAX APPEAL SETTLEMENT  
CVS, BLOCK 204, LOT 3.03

RESOLUTION NO. 126-19

WHEREAS, the Tax Collector has reviewed a request for refund of taxes due to a Tax Court Appeal settlement with CVS, Block 204, Lot 3.03 in the amount of \$35,196.61; and

NOW, THEREFORE BE IT RESOLVED, that the Westampton Township Committee authorizes a refund for the following:

2017	CVS	71 Springside Road	\$17,248.72
2019	CVS	71 Springside Road	\$17,947.89

**WESTAMPTON TOWNSHIP**

710 RANCOCAS ROAD  
WESTAMPTON, NJ 08060  
PHONE#609-267-1891 EXT. 3  
FAX#609-267-7398

**OFFICE OF THE TAX COLLECTOR**

DATE: DECEMBER 12, 2019

TO: MARION KARP, TOWNSHIP CLERK

FROM: CAROL A. LAYOU-TAX COLLECTOR 

RE: REFUND OF STATE TAX APPEAL PER SETTLEMENT AGREEMENT

---

PLEASE REFUND THE FOLLOWING STATE TAX APPEAL SETTLEMENT PER  
RESOLUTION# 113-19:

<u>BLOCK LOT</u>	<u>NAME</u>	<u>ADDRESS</u>	<u>AMOUNT</u>
204/3.03 (2017)	CVS	71 SPRINGSIDE RD	\$17,248.72
204/3.03 (2019)	CVS	71 SPRINGSIDE RD	\$17,947.89

TOTAL: \$35,196.61

PAYABLE TO: BRUCE J. STAVITSKY, ESQ.  
STAVITSKY & ASSOCIATES, LLC  
350 PASSAIC AVENUE  
FAIRFIELD, NJ 07004

THANK YOU.

DOCUMENTATION ATTACHED:

TOWNSHIP OF WESTAMPTON

RESOLUTION AUTHORIZING WESTAMPTON TOWNSHIP THROUGH THE WESTAMPTON POLICE DEPARTMENT TO PARTICIPATE IN THE DEFENSE LOGISTICS AGENCY, LAW ENFORCEMENT SUPPORT OFFICE 1033 PROGRAM TO ENABLE THE WESTAMPTON POLICE DEPARTMENT TO REQUEST AND ACQUIRE EXCESS DEPARTMENT OF DEFENSE EQUIPMENT

RESOLUTION NO. 127-19

**WHEREAS**, the United State Congress authorized the Defense Logistics Agency (DLA) Law Enforcement Support Office (LESO) 1033 Program the program to make use of excess Department of Defense personal property by making that personal property available to municipal, county and State law enforcement agencies; and

**WHEREAS**, DLA rules mandate that all equipment acquires through the 1033 program remain under the control of the requesting law enforcement agency; and

**WHEREAS**, participation in 1033 program allows municipal and county law enforcement agencies to obtain property they might not otherwise be able to afford in order to enhance community preparedness, response, and resiliency; and

**WHEREAS**, although property is provided through the 1033 program at no cost to municipal and county law enforcement agencies, these entities are responsible for the cost associated with delivery, maintenance, fueling and upkeep of the property, and for specialized training on the operation of any acquired property; and

**WHEREAS**, N.J.S.A 40A:5-30.2 requires that the governing body of the municipality or county approve, by a majority of the full membership, both enrollment in, and the acquisition of any property through, the 1033 Program; and

**NOW THEREFORE BE IT RESOLVED** by the Westampton Township Committee that the Westampton Police Department is hereby authorized to enroll in the 1033 Program for a one-year period from January 1, 2020 to December 31, 2020; and

**BE IT FURTHER RESOLVED** that the Westampton Police Department is hereby authorized to acquire items of non-controlled property designated "DEMIL A." which may include office supplies, office furniture, computers, electronics, generators, field packs, non-military vehicles, clothing, traffic and transit signal systems, exercise equipment, farming and moving equipment storage devices and containers, tools, medical and first aid equipment and supplies, personal protection equipment and supplies, construction materials, lighting supplies, beds, and sleeping mats, wet and cold weather equipment of a non-military nature identified by the LEA, if it shall become available in the next twelve months, based on the needs of the Westampton Police Department, without restriction; and

**BE IT FURTHER RESOLVED** that the Westampton Police Department shall develop and implement a full training plan and policy for the maintenance and use of the acquired property; and

**BE IT FURTHER RESOLVED** that the Westampton Police Department shall provide a quarterly accounting of all property obtained through the 1033 Program which shall be available to the public upon request; and

**BE IT FURTHER RESOLVED** that this Resolution shall take effect immediately shall be valid to authorize requests to acquire "DEMIL A" property that may be made available through 1033 Program until December 31, 2020 AND/OR requests to acquire "DEMIL B through Q" property that may be made available through the 1033 Program until February 20, 2020.

TOWNSHIP OF WESTAMPTON

TRANSFER OF APPROPRIATION FUNDS

RESOLUTION NO. 128-19

WHEREAS, the Westampton Township Chief Financial Officer has informed the Township Committee that certain 2019 Budget Appropriations Funds are insufficient to meet the operating expenses of the Township and there are certain 2019 Budget Appropriations Funds that have excess funds available; and,

WHEREAS, the Westampton Township Chief Financial Officer has recommended that the Township Committee authorize transfers between the appropriations to cover said insufficiencies; and,

WHEREAS, the Township Committee desires to act favorably on the Chief Financial Officer's recommendation.

NOW THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Westampton, in the County of Burlington and State of New Jersey, as follows:

1. That the Township Committee hereby transfers certain amounts from the appropriations which reflect an excess to the appropriations which are insufficient to cover the operating needs of the Township in accordance with the attached Schedule "A".
2. That the Township Committee hereby directs the Chief Financial Officer to adjust the records accordingly.

Transfer of 2019 Appropriation Funds

December 17, 2019

Transfer from 2019 Appropriation:

Employee Insurance	\$5,000.00
Police – Salaries & Wages	\$5,000.00
Municipal Court – Salaries & Wages	\$5,000.00
Public Works – Other Expenses	\$2,917.00
TOTAL	\$17,917.00

Transfer to 2019 Appropriation:

Administrative – Other Expenses	\$5,000.00
Telecommunications – Other Expenses	\$5,000.00
Petroleum Products	\$5,000.00
Health Benefit Waiver	\$2,917.00
TOTAL	\$17,917.00

WESTAMPTON TOWNSHIP

A RESOLUTION RENEWING THE SHARED SERVICES AGREEMENT WITH  
HAINESPORT TOWNSHIP FOR CONSTRUCTION OFFICE SERVICES

RESOLUTION NO. 129-19

WHEREAS, the Township of Hainesport is in need of construction office services in compliance with the Uniform Construction Code of New Jersey, and

WHEREAS, Westampton Township has agreed to provide those services, and

WHEREAS, a four year contract was negotiated on October 23, 2001, renewed for four year periods in 2005 and 2011, renewed for a two year period in 2009 and 2011, renewed for a four year period in 2012, renewed for a four year period in 2016, and the current contract expires December 31, 2019, and

WHEREAS, the Township of Westampton is desirous of extending the current agreement for an additional 4 years through December 31, 2023.

NOW, THEREFORE, BE IT RESOLVED that the current Shared Services Agreement with Hainesport Township for Construction Office Services be extended for a four (4) year period expiring December 31, 2023.

BE IT FURTHER RESOLVED that Westampton Township will provide to Hainesport Township a schedule indicating the hours and days inspectors and the construction official will report for duty in Hainesport Township.

**SHARED SERVICE AGREEMENT  
FOR CONSTRUCTION CODE ENFORCEMENT  
January 1, 2020 - December 31, 2023**

**THIS AGREEMENT**, made pursuant to the New Jersey Uniform Shared Services Consolidation Act, N/J/S.A. 40A:65 et seq., between the **Township of Westampton**, a municipal corporation, with offices at 710 Rancocas Road, Westampton, New Jersey 08060 (hereinafter referred to as either “Westampton” or “Provider”) and the **Township of Hainesport**, a municipal corporation with offices at One Hainesport Center, P.O. Box 477, Hainesport, New Jersey 08036 (hereinafter referred to as either “Hainesport” or “Recipient”);

**WHEREAS**, the Township of Hainesport has lost the services of its Construction Official and is in need of certain Construction Official and Subcode enforcement personnel; and

**WHEREAS**, although the Township of Hainesport may seek the provision of those services through the New Jersey Department of Community Affairs, Hainesport has requested the Township of Westampton to supply certain services to the Township of Hainesport including services of a Construction Official, Building Subcode Official, Electrical Subcode Official, Plumbing Subcode Official and Fire Subcode Official; and

**WHEREAS**, the Township of Westampton has determined that it can provide to the Township of Hainesport the services being requested under the terms and conditions set forth hereinafter;

**NOW, THEREFORE, BE IT AGREED** between the parties as follows:

**1. Incorporation By Reference**

The provisions of the preliminary language in this agreement set forth in the respective Whereas clauses are incorporated herein by reference as if set forth at length.

**2. Act As General Agent**

This agreement is being entered into pursuant to the provisions of the New Jersey Uniform Shared Services Consolidation Act, N.J.S.A. 40A:65 et seq.



### **3. Term**

Pursuant to subsection N.J.A.C. 5:23-4.6 (B) 2, the term of this agreement shall be four (4) years commencing January 1, 2020 and expiring on December 31, 2023, unless the agreement is terminated as set forth herein at paragraph 4.

### **4. Termination**

The Provider and the Recipient are each given the right to terminate this agreement. Each of the parties hereto acknowledges and agrees that the decision of the other to terminate the agreement is exclusively within the right of the township which determines to terminate. Each party hereto specifically gives up any right that it may otherwise have to challenge the decision to terminate if it is made in a manner consistent with the provisions of this paragraph.

In the event that either party decides to terminate the agreement, it may do so by the passage of a resolution of the governing body which desires to terminate the agreement. A true/certified copy of the resolution shall be immediately forwarded to the other municipality. The passage of the resolution terminating the agreement shall act as notice to the other municipality that the termination has occurred. All of the obligations of both the parties hereto shall conclude sixty (60) days after the passage of the resolution or, in the event that 60 days is a weekend or a holiday, on the next following regular business day.

In the event of termination, notice of the termination shall be provided to the other party hereto by regular and certified mail. The regular and certified mail shall be sent to the other party forthwith after the passage of the resolution by the terminating Township. In the event of termination, notice of the termination shall be provided not only to the other party to this agreement but to the Bureau of Regulatory Affairs, P.O. Box 817, Trenton, New Jersey 08625.

### **5. Services to be Performed**

The Township of Westampton, the Provider, will perform the following services for the Township of Hainesport: Services properly provided by Construction Code Official,

Building HHS Subcode Official, Plumbing HHS Subcode Official, Fire HHS Subcode Official, and Electrical HHS Subcode Official.

#### **6. Designation As Code Officials**

The Construction Official and Subcode Officials of the Provider shall be designated as the Construction Official and Subcode Officials by the Recipient for the enforcement of the State Uniform Construction Code and related ordinances of the Recipient. Said designation shall be by execution of this agreement, and by resolution, both of which shall be on file with the Provider, Recipient, and new Jersey Department of Community Affairs, Division of Codes and Standards.

In the event of termination of this agreement pursuant to paragraph 4 hereof, the recipient herein is required to communicate immediately with the New Jersey Department of Community Affairs, Division of Codes and Standards, and inform that Department and Division of said termination.

#### **7. Licensed Officials**

The staff furnished by the Provider shall be properly licensed Construction Official and Subcode Officials.

#### **8. Recipient Provides Clerical**

The Recipient shall provide appropriate technical/clerical staff and other related assistance to support the work performed by the Construction Official and his staff. In the event that the Construction Official provided under this agreement requires additional technical/clerical staff, he shall immediately notify the Recipient by writing. The said notice shall be provided to the Township Committee, with a copy to the Township Clerk. The Township Committee shall act upon such request for additional technical/clerical staff at its next regularly scheduled meeting wherein it is permitted to act on such matters. However, in no instance is the Recipient obligated to increase the technical/clerical staff.

## **OFFICE SUPERVISION**

### **9. Supervise Office**

The Construction Code Official furnished by the Provider shall be responsible for the operation and supervision of the Recipients Construction Code Enforcement Department.

### **10. Personnel**

Provider and recipient agreed to delete this provision as it was not enforceable.

## **HOURS OF OPERATION**

### **11. Scheduled Hours**

The Provider's Construction Official and Subcode Officials shall be available for consultation during normal business hours at times to be determined by the Construction Official. Based on the current work load, the Construction Official has determined that the following schedule will be required to properly staff the Recipients Construction Code Enforcement Office:

Construction Official/Building Subcode

15 hours of service a week, at 3 hours a day, 5 days a week

Electrical Subcode

6 hours of service a week, at 2 hours a day, 3 days a week

Plumbing Subcode

6 hours of service a week, at 2 hours a day, 3 days a week

Fire Subcode

3 hours of service a week, at 1 hour a day, 3 days a week

Chief Financial Officer

3 hours of service a week for payroll

Administrative Services

2 hours per week

In the event that more time is needed to serve the Recipient's Construction Code Enforcement Department, then the Provider reserves the right to negotiate for the additional service with the Recipients Governing Body and memorializing the change by resolution or, in the alternative, to terminate the agreement if it is in the best interest of the provider to do so.

**12. Emergencies**

The Provider's Construction Official or his designee will be available at any time for emergency response.

**13. Holiday/Vacations**

The Recipient's staff will observe the current holiday schedule as approved by the Recipient's Township Committee. The Provider's staff will observe the current holiday schedule as approved by the Provider's Township Committee.

**14. Communications**

The Provider will provide a cell phone to the Construction Official. The Recipient will receive the cell phone numbers and/or pager numbers to effectuate the purposes of this paragraph. The Recipient will be responsible for half of the total expenses incurred by the Provider in the provision of the equipment which is the subject of this paragraph. The manner of payment for the reimbursement of the 50% reimbursement of the expenses for the phones or pagers is set forth hereinafter at paragraph 22.

## **OFFICE OPERATIONS**

### **15. Use Provider's Office**

Pursuant to N.J.A.C. 5:23-4.6 (b) (5) and – 4.7 (b), enforcement of the Uniform Construction Code Business for the Provider shall be conducted in the Provider's office.

### **16. Use Recipient's Office**

Pursuant to N.J.A.C. 5:23-4.6 (b) (5) and – 4.7 (b), enforcement of the Uniform Construction Code Business for the Recipient shall be conducted in the Recipient's offices. The recipient shall maintain a central code office which shall be open during normal business hours.

### **17. Office Equipment/Supplies**

The Recipient will provide the Provider's Construction Official and his staff all computers, printers, network connections, office supplies, internet access and technical support as deemed necessary by the Provider's Construction Code Official and within the constraints of the Recipients approved budget.

Communications from Provider's Construction Code Official to the Recipient for any additional services as set forth in this paragraph shall be done by way of a written memorandum to the Recipient's Township Committee with a copy to the Recipient's Township Clerk.

### **18. Code Books**

The Recipient's office will maintain a current library of all the code books which are mandated Uniform Construction Code.

## MAINTAIN RECORDS

### **19. Records To Be Maintained**

As mandated by the Uniform Construction Code, the Construction Code Official will insure that all Inspectors maintain daily inspection logs recording all inspections and activities.

### **20. Reports**

The Provider's Construction Code Department will provide the Recipient with all Uniform Construction Code mandated reports and copies of the same will be forwarded to the Recipient's Administrator on a monthly basis. Copies of the Quarterly Sate Training Fees will be forwarded to the Recipient's Chief Financial Officer.

## COMPENSATION

### **21. Cost of Service**

The Recipient shall be responsible for compensating the Provider for the services, effective January 1, 2020, as follows:

	<u>Current (2019) ***</u>
Construction Official	\$33,782.56
Building Subcode	\$ 7,490.22
Electrical Subcode	\$12,958.89
Plumbing Subcode	\$12,958.89
Fire Subcode	\$ 10,364.34
Administrative	<u>\$ 2,500.00</u>
Total Annual cost of Service (and cell phone)	\$ 80,054.90 (Excludes vehicle maintenance, gas,

\*\*\* 2020 costs of service to be determined when municipal budget is adopted as per of the approved agreement.

The Provider's Construction Official and Subcode Officials are multi-licensed, therefore the Provider's staff will not only provide additional coverage for inspections but also when someone is on vacation or other approved leave.

The costs of services will increase at the same percentage rate as that approved for all Recipient's employees on an annual basis, such increase representing a cost of living increase. This increase will be effective on January 1<sup>st</sup> of each year for the term of this agreement beginning on January 1, 2020. The annual increase will be retroactive from the date the annual budget receives final approval to January 1<sup>st</sup> of the current year. The Township of Hainesport agrees to effectuate this increase annually in its annual budget process.

Any additional hours other than those listed above will be paid at the rate of \$32.00 per hour. Nevertheless, in the event that additional hours are needed, such additional hours shall be made the subject of a specific determination by the Township Committees of each of the Recipient and the Provider. Each of the Township Committees of the Recipient and the Provider are given the right to deny additional hours

Nevertheless, in the event that such additional hours are provided and agreed to, the reimbursement is for time expended in the application and plan review process, special inspections, meetings other than Township Committee meetings, and litigation. No additional hours will be charged for emergency responses.

## **22. Payments**

The Recipient shall pay the Provider on the 1<sup>st</sup> of each month based on the schedule listed above, to cover the cost of that month's service. Compensation set forth in paragraph 21 includes SS, pension, other benefits of employment, etc. Provider's CFO will bill monthly for all other expenses including cell phones.

## **23. Payroll/CFO**

The Provider's Chief Financial Officer will provide the necessary bookkeeping to maintain the Provider's Construction Code Enforcement Department's payroll. The

Provider's CFO will maintain the withholding payment for Worker's Compensation, Public Employee's Retirement System, State and Federal Taxes, etc.

#### **24. Transportation**

The Recipient has provided the Construction Official with a four-wheel drive Sport Utility Vehicle. The Provider will be responsible for half of the fuel, maintenance and repairs, license and insurance of the Recipient's vehicle. The Provider will be billed by the Recipient's CFO on a monthly basis for all costs associated with the operation of the Recipient's vehicle. The Provider's Construction Official shall by execution of this agreement be authorized to determine when service is needed for Recipient's vehicle. At such time that the replacement of the Recipient's vehicle is necessary, the Provider will be responsible for half of the replacement costs. This will be determined and approved during the normal annual budget process. All part-time Subcode Officials will provide their own vehicles, with current license and insurance.

#### **25. Fees**

The Recipient shall adopt the Provider's fee ordinance as mandated by N.J.A.C. 5:23-4.17 (d) Interlocal enforcement, which states, "There shall be one uniform fee schedule which shall be applied by all parties to the agreement". The Construction Official reserves the right to periodically modify fee schedule to cover the costs of operation of the Recipient's Code Enforcement Department.

#### **26. Permit Fees**

The Provider shall process all permits and the Recipient shall collect and retain all license fees, permit fees, and other fees for services. The Recipient will pay the State Department of Community Affairs the State Training Fees for all permit fees collected in the Recipients Construction Code Enforcement Department.



**IN WITNESS WHEREOF** the terms and conditions shall become effective upon execution of this agreement.

Hainesport Township

By: \_\_\_\_\_

Paula Kosko, Township Clerk

By: \_\_\_\_\_

Frank Masciocchi, Mayor

Date:

Westampton Township

By: \_\_\_\_\_

Marion Karp, Township Clerk

By: \_\_\_\_\_

John Wisniewski, Mayor

Date:

TOWNSHIP OF WESTAMPTON

RENEWAL OF SHARED SERVICES AGREEMENT BETWEEN  
WESTAMPTON TOWNSHIP AND EASTAMPTON TOWNSHIP FOR SHARED  
MUNICIPAL COURT SERVICES

RESOLUTION NO. 130-19

**WHEREAS**, Westampton Township (“Westampton”) and Eastampton Township (“Eastampton”) entered into an agreement dated April 13, 2009 to provide for the sharing of municipal court services (the “Agreement”) which agreement was subsequently amended; and

**WHEREAS**, the parties having determined that the shared municipal court service effectuates a cost savings for both municipalities, wish to continue the shared municipal court operation and to enter into a new agreement to consolidate the prior agreement and its amendments, and to provide for additional terms previously unaddressed; and

**NOW THEREFORE**, in consideration of the mutual covenants between the parties and other good and valuable consideration, receipt of which is hereby acknowledged, the parties amend the Agreement as follows:

A) The yearly fee paid by Eastampton shall be as follows:

Year 2020	\$89,559.38
Year 2021	\$91,798.36
Year 2022	\$94,093.32

B) The Township Clerk shall forward a copy of this resolution and the executed agreements to the New Jersey Department of Community Affairs.

**SHARED SERVICES AGREEMENT BETWEEN THE  
TOWNSHIP OF WESTAMPTON AND THE TOWNSHIP OF  
EASTAMPTON FOR THE CONTINUATION OF A  
SHARED MUNICIPAL COURT**

**THIS SHARED SERVICES AGREEMENT** (“Agreement”) is made on this 18<sup>th</sup> day of December 2019 by and between the **TOWNSHIP OF WESTAMPTON** (“Westampton”), a municipal corporation of the State of New Jersey, with its principal offices located at 710 Rancocas Road, Westampton, New Jersey 08060 and **THE TOWNSHIP OF EASTAMPTON** (“Eastampton”), a municipal corporation of the State of New Jersey with its principal offices located at 12 Manor House Court, Eastampton, New Jersey 08060. Westampton and Eastampton will be collectively referred to herein as the “Parties.”

**WITNESSETH:**

**WHEREAS**, the “Uniform Shared Services and Consolidation Act,” N.J.S.A. 40A:65-1 et seq. (the “Act”), allows a local unit to enter into an agreement with another local unit or units to provide or receive any service that each local unit participating in a shared service agreement is empowered to provide or receive within its own jurisdiction, including services incidental to the primary purposes of any of the participating local units; and

**WHEREAS**, N.J.S.A. 2B:12-1(c) enables municipalities, by resolution to provide for the sharing of courtrooms, chambers, equipment, supplies and employees for their municipal courts and agree to appoint judges and administrators while continuing to maintain the identities of the individual courts as expressed in the captions of orders and process; and

**WHEREAS**, the Parties entered into a shared services agreement dated April 13, 2009 to create a shared municipal court, which agreement was approved by the Administrative Office of the Courts (“the AOC”), the Assignment Judge of the Burlington County Superior Court (“the Assignment Judge, and was subject to amendment in November of 2011, March 13, 2012, and November 25, 2013; and

**WHEREAS** the Parties, having determined that the shared municipal court service effectuates a cost savings for both Parties, wish to continue the shared municipal court operation and to enter into this new agreement to consolidate the prior agreement and its amendments, and to provide for additional terms previously unaddressed;

**WHEREAS**, this Agreement is established in accordance with the Act as the governing body of each municipality determines that the Agreement will benefit the general welfare of its citizens.

**NOW THEREFORE**, with the preamble clauses being incorporated herein by reference and in consideration of the mutual covenants contained herein, the Parties, intending to be legally bound, hereby agree as follows:

1. **Continuation of a Shared Municipal Court/Term.** Eastampton shall continue to share Westampton’s court facilities and staff. This Agreement will not take effect

without any required notice and/or written approval from the AOC, the Assignment Judge and, if necessary, the Civil Service Commission, Intergovernmental Services Unit.

2. **Location and Days of Operation of the Shared Court.** The shared court, including the court and court administrative offices and all court sessions, will be located in the Westampton Township Municipal Complex. Eastampton Court sessions will be conducted the first four Thursdays of every month at 7:30 a.m. except for Novembers due to the Thanksgiving holiday. The number of sessions may be reduced or increased if it can be demonstrated to the Assignment Judge and to the Eastampton Township Manager that the increase or reduction in the number of sessions will effectuate further cost savings and improve the administration of justice.

3. **Bank Accounts.** The Parties shall each receive and retain all net revenues generated by all cases on their respective dockets. Eastampton and Westampton will maintain separate bank accounts for revenue purposes.

4. **Payment by Eastampton.** Westampton will receive during the term of this Agreement, to be paid in equal monthly installments without the submission of vouchers on or before the thirtieth (30<sup>th</sup>) of each month, the following amounts from Eastampton for the shared court function, which payment shall be for use of the Township's municipal facilities, day to day municipal court administrative services, a staff of one person and record keeping for the Township of Eastampton Municipal Court: January 1, 2020 to December 31, 2020: \$89,559 (\$7,463.25 per month); January 1, 2021 to December 31, 2021: \$91,798 (\$7,649.83 per month); and January 1, 2022 to December 31, 2022: \$94,093 (\$7,841.08 per month).

5. **Dispute of Payment.** In the event of any dispute as to the amount to be paid under the terms of this Agreement, the full amount to be paid in accordance with Section 4, shall be paid without prejudice. If through subsequent negotiations, mediation, litigation, or settlement, a different amount shall have been determined to have been due, the responsible Party shall make a payment of the amount determined to be due.

6. **Municipal Court Judge.** Eastampton agrees that Westampton's Municipal Court Judge shall serve as the municipal court judge for the Township of Eastampton Municipal Court.

7. **Prosecutor.** Westampton shall appoint the prosecutor who shall also serve as the prosecutor for the Eastampton Township Municipal Court.

8. **Municipal Court Staff.**

**A. Existing Staff Requirements.** Westampton's Municipal Court Administrator shall serve as the municipal court administrator of the Township of Eastampton Municipal Court and the Township of Westampton Municipal Court. Westampton's municipal court staff currently has (5) full-time and (1) part time employees who serve under the municipal court administrator. These employees will also serve the Township of Eastampton Municipal Court.

**B. Additional Staff Requirements.** Should additional municipal court staff be required by the AOC, or the Assignment Judge, the Parties agree that any resulting increase in salary and benefits from the hiring by Westampton of additional municipal court staff shall be shared proportionately based upon the AOC's weighted formula for court docketing of the prior year's municipal court docket of cases. Eastampton's portion of the salary and benefits shall be added to the monthly payments due to the Township from the Eastampton. Westampton shall notify the Eastampton Township Manager of the cost of the additional staff and the proposed allocation of such cost prior to hiring the additional staff.

**9. Public Defender.** Westampton shall appoint a public defender who shall also serve as the public defender for the Township of Eastampton Municipal Court.

**10. Payment of Salaries, Wages and Health Insurance.** Westampton shall pay the salaries, wages and health insurance costs associated with the staff and appointees.

**11. Term.** Assuming that all necessary approvals have been received, this Agreement shall continue to December 31, 2022. The Parties may agree to extend this Agreement for such additional terms in accordance with the Act.

**12. Periodic Meetings.** The Eastampton and Westampton Township Managers shall periodically meet with the Court Administrator to ensure that all obligations under this Agreement are being satisfied, to explore new issues and considerations related to shared services, and to engage in long term planning for the purpose of improving efficiency and the delivery of services.

**13. Modification.** The Parties agree amendments may be made upon the adoption of concurrent resolutions with notice to both the AOC and the Assignment Judge.

**14. Indemnification.** In addition to the other rights and remedies of the Parties herein, Eastampton, to the extent permitted by law, agrees to indemnify and hold harmless Westampton, its officials, employees and agents, from any and all liability and claims for damages or injuries caused by or resulting from the negligent acts or omissions of Eastampton arising out of this Agreement or any of the obligations assumed by Eastampton hereunder, provided it is determined by a court of proper jurisdiction that Eastampton is solely responsible for such liability. In the event it is determined by the Court that Eastampton is not solely responsible for said liability, Eastampton shall be limited to that degree of liability determined by said Court to be the proportionate liability of Eastampton. Westampton, to the extent permitted by law, agrees to indemnify and hold harmless Eastampton, its officials, employees and agents, from any and all liability and claims for damages or injuries on the part of Westampton caused by or resulting from the negligent acts or omissions of Westampton arising out of this Agreement or any of the obligations assumed by Westampton hereunder provided it is determined by a court of proper jurisdiction that Westampton is solely responsible for such liability. In the event it is determined by the Court that Westampton is not solely responsible for said liability, Westampton shall be limited to that degree of liability determined by said Court to be the proportionate liability of Westampton. Nothing

herein shall be interpreted to limit the Eastampton's responsibility and obligation to indemnify Westampton and hold it and all of its officials, employees and agents, harmless for any and all liability and claims, including attorney's fees, for damages or injuries relating to any employment, discrimination or harassment related claim filed by, or on behalf of, any person employed by the Eastampton as either an officer or employee of the Eastampton Municipal Court.

**15. Insurance.**

- A. The Parties will keep in force, at their respective sole expense, comprehensive general liability insurance with insurance companies licensed in the State of New Jersey which insurance shall be evidenced by certificates and/or policies to be exchanged by both Parties.

Eastampton shall provide Comprehensive General Liability Insurance with a combined single limit of \$1,000,000/\$3,000,000 aggregate for bodily injury and property damage and shall name Westampton as an additional insured.

- B. This insurance shall indicate on the Certificate of Insurance the following coverages:

- Operations;
- Use of independent contractors and/or subcontractors;
- Products and completed operations;
- Broad form contractual; and
- Broad form property endorsement.

Each certificate or policy shall require a thirty (30) day cancellation notice.

Certificates of insurance shall be delivered to each Party, prior to the commencement of this Agreement. All policies and certificates of insurance shall be approved by each of the Parties prior to the implementation of this Agreement.

- C. Westampton shall provide statutory workers compensation insurance coverage for all municipal court positions.
- D. Eastampton shall provide commercial general liability insurance at limits of \$5,000,000 per occurrence and shall name Westampton as an additional insured.
- E. Westampton shall provide sufficient insurance coverage covering losses to Eastampton resulting from negligent errors or omissions, or misappropriations of funds by any person employed who handles monies in the Westampton's municipal court in the scope of that employment.

**16. Records Maintenance.** Records maintenance shall be the sole responsibility of Westampton. Eastampton shall assume responsibility and bear the full expense of transporting Eastampton Municipal Court records to the Township.

**17. Accounting.** Each municipal court is required to retain its own set of bank accounts and ticket books at its expense. Eastampton agrees to utilize the same financial institution as Westampton, which at the commencement of this Agreement will be Investors Bank. Should Westampton decide at any time to change financial institutions it shall provide the Eastampton with no less than sixty (60) days written notice. The Court Administrator shall perform all required accounting duties for each court as required by the AOC.

**18. Audit.** Each municipality shall conduct independent audits of its financial accounts at its own expense.

**19. Court Security.** Westampton shall be responsible for security for every court session. The security shall be in accordance with the approved court security plan and any and all applicable State laws or regulations. However, any prisoner arrested by Eastampton who is in Westampton's jail facility must be monitored by an Eastampton police officer.

**19. Caption.** In accordance with N.J.S.A. 2B:12-1C, the identities of the individual courts shall continue to be expressed in the caption of orders and process.

**20. Additional Shared Municipal Court Services.** Prior to entering into an agreement for shared or joint court facilities with any other municipality, Westampton shall notify the Eastampton Township Manager and undertake a review of court resources, including staffing levels and operational costs, to determine if any modification of this Agreement is required.

**21. Dispute Resolution.** In the event a dispute shall arise concerning interpretation of the terms of the Agreement, or the satisfactory performance by either Party of the services and responsibilities required by the Agreement, the Parties shall attempt non-binding mediation through a mediator of their choice. If mediation fails, the Parties hereto agree to binding arbitration in accordance with the rules of the American Arbitration Association.

**22. Entire Agreement.** This Agreement sets forth the entire understanding of the parties. No change or modification of this Agreement shall be valid unless it shall be in writing, authorized by concurring resolutions of the Eastampton and Township governing bodies and signed by the Mayor of each municipality.

**23. Severability.** In the event that any provision of this Agreement shall, for any reason, be determined to be invalid, illegal or unenforceable in any respect, the Parties hereto shall negotiate in good faith and agree to such amendments, modifications, or supplement of, or to this Agreement, or such other appropriate actions as shall, to the maximum extent practicable in light of such determination, give effect to the intentions of the Parties as reflected herein. All other provisions of the Agreement shall remain in full force and effect.

**24. Termination.** This Agreement may be terminated by mutual consent of the Parties subject to the approval of any necessary judicial authority.

**25. Filing.** In accordance with N.J.S.A. 40A:65-4(b), a copy of this Agreement shall be filed with the Division of Local Government Services in the Department of Community Affairs.

**26. Good Faith Covenant.** The Parties agree that they will cooperate with each other in all respects in furtherance of achieving the purposes and objectives of this Agreement.

**27. Notices.** All notices, statements, or other documents required by this Agreement shall be hand-delivered or mailed to the designated municipal representative.

A. The designated municipal representatives for Westampton and Eastampton are:

a. Township Administrator  
Township of Westampton  
710 Rancocas Road  
Westampton, NJ 08060

b. Eastampton Clerk and Eastampton Township Manager  
12 Manor House Court  
Eastampton, NJ 08060

**IN WITNESS WHEREOF**, the Parties have caused this Agreement to be signed by their respective officers duly authorized, and have caused this Agreement to be dated as of the day and year written above.

ATTEST:

TOWNSHIP OF WESTAMPTON

\_\_\_\_\_  
Marion Karp, RMC  
Township Clerk

\_\_\_\_\_  
John Wisniewski, Mayor

ATTEST:

TOWNSHIP OF EASTAMPTON

\_\_\_\_\_  
Kim Marie White, RMC,  
Eastampton Clerk

\_\_\_\_\_  
Anthony Zeno, Mayor



TOWNSHIP OF WESTAMPTON

RESOLUTION OF ANTICIPATION OF SPECIAL ITEMS  
OF REVENUE IN THE 2019 LOCAL MUNICIPAL BUDGET WITH  
THE CONSENT OF THE DIRECTOR OF THE DIVISION  
OF LOCAL GOVERNMENT SERVICES

RESOLUTION NO. 131-19

WHEREAS, N.J.S.A. 40A:4-87 permits the Director of the Division of Local Government Services to approve the insertion of a special item of revenue, and

WHEREAS, the Township is desirous of inserting this item in the 2019 local budget.

NOW, THEREFORE BE IT RESOLVED, that the Township Committee of the Township of Westampton, County of Burlington, hereby requests the Director of the Division of Local Government Services to add the following items of revenue and appropriation to the 2019 Local Municipal Budget:

Revenue:

Bullet Proof Vest Grant	\$602.65
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Appropriation:

Bullet Proof Vest Grant	\$602.65
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BE IT FURTHER RESOLVED, that one copy of this resolution should be filed with the Director of the Division of Local Government Services.

Investors Bank, Cash Management Operations, 101 Wood Ave South, Iselin, NJ 08830  
Telephone: 844-422-6748, Email: DL-CashManagement@investorsbank.com

Westampton Township

### ACH REMITTANCE ADVICE DETAIL REPORT

#### RECEIVER INFORMATION

Receiver Name: WESTAMPTON TOWNSHIP  
DFI Account Number: 2089903044  
Receiving DFI ID: 221272031  
ID Number: 210733189150400  
Settlement Date: December 05, 2019  
Transaction Type: 22  
Amount: \$602.65

#### ORIGINATOR INFORMATION

Originator Name: DOJ TREAS 310  
Company ID: 9101036151  
Originating DFI: 101036151  
Company Descriptive Date: 120519  
Effective Entry Date: December 05, 2019  
Transaction Description: Demand Credit - Auto Deposit

#### TRANSACTION DETAILS

Discretionary Data:  
Entry Description: MISC PAY  
SEC Code: CCD  
Service Class Code: 220 - ACH Credits Only  
Batch Number: 50

Discretionary Data: 01  
Company Name/ID#: WESTAMPTON TOWNSHIP  
Addenda Rec. Count: 1  
ACH Trace Number: 101036150809246  
Reference Code:

#### Remittance Advice Accounts Receivable Open Item Referen

Seller's Invoice Number: M63040319  
Monetary amount: \$602.65

#### RECEIVER INFORMATION

Receiver Name: 35EDM-WESTA-MPTAX  
DFI Account Number: 2089903044  
Receiving DFI ID: 221272031  
ID Number: Westampton TWP  
Settlement Date: December 05, 2019  
Transaction Type: 22  
Amount: \$4,844.06

#### ORIGINATOR INFORMATION

Originator Name: LINK2GOV CORP  
Company ID: 1621868563  
Originating DFI: 062000019  
Company Descriptive Date: 191205  
Effective Entry Date: December 05, 2019  
Transaction Description: Demand Credit - Auto Deposit

#### TRANSACTION DETAILS

Discretionary Data: NID00665421912040912  
Entry Description: NID0066542  
SEC Code: CCD  
Service Class Code: 200 - ACH Entries Mixed  
Batch Number: 9648

Discretionary Data:  
Company Name/ID#: 35EDM-WESTA-MPTAX  
Addenda Rec. Count: 1  
ACH Trace Number: 062000014802746  
Reference Code:

#### ADDITIONAL INFORMATION

/BID\*00010709300

TOWNSHIP OF WESTAMPTON

RESOLUTION AUTHORIZING THE EXECUTION OF A SETTLEMENT AGREEMENT  
WITH THE FAIR SHARE HOUSING CENTER TO RESOLVE THE TOWNSHIP'S  
AFFORDABLE HOUSING LITIGATION

RESOLUTION NO. 132-19

WHEREAS, the New Jersey Supreme Court has mandated that each of the State's municipalities "must, by its land use regulations, make realistically possible the opportunity for an appropriate variety and choice of housing for all categories of people who may desire to live there, of course including those of low and moderate income." S. Burlington Cnty. NAACP v. Twp. of Mount Laurel (Mount Laurel I), 67 N.J. 151, 179, 187, appeal dismissed, and cert. denied, 423 U.S. 808, 96 S. Ct. 18, 46 L. Ed. 2d 28 (1975); and

WHEREAS, in 1983, the New Jersey Supreme Court reaffirmed the constitutional obligation that towns provide, "a realistic opportunity for the construction of [their] fair share of the present and prospective regional need for low and moderate income housing." S. Burlington Cnty. NAACP v. Twp. of Mount Laurel (Mount Laurel II), 92 N.J. 158, 205 (1983) (citing Mount Laurel I, supra, 67 N.J. at 174) (together with Mount Laurel I, the "Mount Laurel Doctrine"); and

WHEREAS, The Legislature codified the Mount Laurel Doctrine in enacting the Fair Housing Act, N.J.S.A. 52:27D-301, et seq. (the "Fair Housing Act" or "FHA") and established the Council on Affordable Housing ("COAH") as the entity charged with implementing and administering the legislative mandates of the Act; and

WHEREAS, COAH has not promulgated valid, effective rules since the Second Round Rules expired in 1999; and

WHEREAS, in the matter of In re Adoption of N.J.A.C. 5:96 and 5:97, 221 N.J. 1 (2015) ("the Supreme Court Decision"), the New Jersey Supreme Court held that "[t]here is no question that COAH failed to comply with this Court's March 2014 Order that was designed to achieve the promulgation of Third Round Rules and the maintenance of a functioning COAH," such that "the administrative forum is not capable of functioning as intended by the [Fair Housing Act] due to the lack of lawful Third Round Rules assigning constitutional obligations to municipalities," and, consequently, "the courts may resume their role as the forum of first instance for evaluating municipal compliance with Mount Laurel obligations"; and

WHEREAS, on July 8, 2015, the Township filed an action styled In the Matter of the Adoption of the Township of Westampton Housing Element and Fair Share Plan and Implementing Ordinances (Docket No.: BUR-L-1625-15) seeking a declaration of its compliance with the Mount Laurel Doctrine and the Fair Housing Act in accordance with the Supreme Court Decision (the "Affordable Housing Litigation"); and

WHEREAS, as part of the Affordable Housing Litigation, the Township receive a grant of immunity from the court, which has been extended and remains in full force; and

WHEREAS, the Fair Share Housing Center ("FSHC") is a Supreme Court-designated interested party in the Affordable Housing Litigation in accordance with the Supreme Court Decision; and

WHEREAS, the Township has proposed a Fair Share Plan to FSHC, which the Township believes demonstrates compliance with and satisfies its obligations under the Mount Laurel Doctrine and the Township's Third Round obligation (hereinafter, the "Third Round Affordable Housing Plan"); and

WHEREAS, the Township and FSHC negotiated a settlement agreement (the "FSHC Settlement Agreement") (i) to memorialize the terms of the Township's Third Round Affordable Housing Plan, and (ii) to set forth FSHC's agreement that if the Township subsequently adopts and implements the Third Round Affordable Housing Plan in conformity with the FSHC Settlement Agreement and the Municipal Land Use Law, the Township thereby satisfies its obligations under the Mount Laurel Doctrine and the Fair Housing Act for the Prior Round (1987-1999) and the Third Round (1999-2025).

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Westampton, in the County of Burlington and State of New Jersey, that the Mayor and Township Clerk are hereby authorized and directed to execute the FSHC Settlement Agreement in substantially the form appended hereto under Attachment A.

BE IT FURTHER RESOLVED, that the Mayor, Township Clerk and Township Solicitor are further authorized to execute such other documents or agreements as are necessary to effectuate the settlement agreement and dismissal of all pending litigation, which documents shall be in a form approved by the Township Solicitor.

ATTACHMENT A

(FSHC Settlement Agreement)

TOWNSHIP OF WESTAMPTON

RESOLUTION CONDITIONALLY DESIGNATING WESTAMPTON REALTY,  
LLC, AS THE EXCLUSIVE REDEVELOPER OF BLOCK 805, LOT 1 IN THE  
TOWNSHIP OF WESTAMPTON AND AUTHORIZING THE EXECUTION OF AN  
INTERIM COSTS AGREEMENT

RESOLUTION NO. 133-19

WHEREAS, on February 6, 2018, the Township Committee adopted Resolution 43-18 authorizing and directing the Westampton Township Land Development Board (the "Board") to conduct a preliminary investigation (the "Preliminary Investigation") to determine whether Block 805, Lot 1 (the "Study Area" or "Property") satisfies the criteria under the Local Redevelopment and Housing Law, N.J.S.A. 40A:12A-1 et seq. (the "Redevelopment Law") for designation as a Non-Condensation Redevelopment Area and to prepare a redevelopment plan if such designation is made in accordance with the Redevelopment Law; and

WHEREAS, the Board held the requisite public hearing on the Preliminary Investigation and on May 2, 2018, adopted Resolution 8-2018 recommending that the Committee designate the Study Area as a Non-Condensation Redevelopment Area; and

WHEREAS, on October 16, 2018, the Committee accepted the recommendation of the Board and on October 16, 2018, adopted Resolution 142-18 designating the Study Area as a Non-Condensation Redevelopment Area (hereinafter, the "Redevelopment Area") in accordance with the Redevelopment Law; and

WHEREAS, pursuant to Ordinance No. 8-2018, the Committee adopted a redevelopment plan for the Redevelopment Area (the "Redevelopment Plan"); and

WHEREAS, Westampton Realty, LLC is currently the owner of the Property and has proposed a conceptual plan to redevelop the Property with the construction of two (2) hotels, a restaurant and drive-thru pad site, as well as certain other improvements and amenities (the "Project"); and

WHEREAS, in accordance with the Redevelopment Plan and pursuant to the Redevelopment Law, the Township desires to conditionally designate Westampton Realty, LLC (inclusive of its permitted successors and assigns) as exclusive redeveloper of the Property subject to the successful negotiation and execution of a redevelopment agreement between the Township and Westampton Realty, LLC; and

WHEREAS, as part of the conditional designation, the Township desires to authorize the execution of an interim costs agreement with the Redeveloper in substantially the form appended hereto as Attachment A (the "Interim Costs Agreement"), to reimburse the Township for any and all costs incurred by the Township prior to the execution of a redevelopment agreement, including the Township's reasonably incurred out-of-pocket expenses related to the designation of Redeveloper as conditional redeveloper, negotiation of the terms and conditions of the redevelopment agreement and such other reasonable costs related to the redevelopment of the Redevelopment Area including, but not limited to, fees for legal, accounting, engineering, planning and financial advisory services (the "Interim Costs").

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Westampton as follows:

1. The foregoing recitals are hereby incorporated by reference as if fully set forth herein.
2. Westampton Realty, LLC (inclusive of its permitted successors and assigns) is hereby designated as the exclusive redeveloper of the Redevelopment Area for a period of six (6) months, and is contingent upon (i) the execution of an Interim Costs Agreement wherein Westampton Realty, LLC agrees to reimburse the Township for any and all reasonable Interim Costs, and (iii) the successful negotiation and execution a formal redevelopment agreement with the Township.
3. The Mayor is hereby authorized to execute the Interim Costs Agreement and the redevelopment agreement.
4. This Resolution shall take effect immediately.

**THIS INTERIM COSTS AGREEMENT** (the "Agreement") is entered into this \_\_\_\_ day of December, 2019, by and between the **TOWNSHIP OF WESTAMPTON**, a corporate and body politic of the State of New Jersey with offices at 710 Rancocas Road, Westampton, New Jersey 08060 (the "Township"), and **WESTAMPTON REALTY, LLC**, a New Jersey limited liability company with offices at 25 Glenn Oaks Court, Old Bridge, New Jersey 08857 (together with its successors and assigns, the "Redeveloper"). The Township and Redeveloper each may individually be referred to herein as a "Party," and collectively as, the "Parties."

**WITNESSETH:**

**WHEREAS**, on February 6, 2018, the Township Committee adopted Resolution 43-18 authorizing and directing the Westampton Township Land Development Board (the "Board") to conduct a preliminary investigation (the "Preliminary Investigation") to determine whether Block 805, Lot 1 (the "Study Area" or "Property") satisfies the criteria under the Local Redevelopment and Housing Law, N.J.S.A. 40A:12A-1 et seq. (the "Redevelopment Law") for designation as a Non-Condensation Redevelopment Area and to prepare a redevelopment plan if such designation is made in accordance with the Redevelopment Law; and

**WHEREAS**, the Board held the requisite public hearing on the Preliminary Investigation and on May 2, 2018, adopted Resolution 8-2018 recommending that the Committee designate the Study Area as a Non-Condensation Redevelopment Area; and

**WHEREAS**, on October 16, 2018, the Committee accepted the recommendation of the Board and adopted Resolution 142-18 designating the Study Area as a Non-Condensation Redevelopment Area (hereinafter, the "Redevelopment Area") in accordance with the Redevelopment Law; and

**WHEREAS**, pursuant to Ordinance No. 8-2018, the Committee adopted a redevelopment plan for the Redevelopment Area (the "Redevelopment Plan"); and

**WHEREAS**, Redeveloper is currently the owner of the Property and has proposed a conceptual plan to redevelop the Property with the construction of two (2) hotels, a restaurant and drive-thru pad site (the "Project"); and

**WHEREAS**, Pursuant to Resolution No. \_\_\_\_\_, the Township conditionally designated the Redeveloper as exclusive redeveloper for the Redevelopment Area subject to the successful negotiation and execution of a redevelopment agreement and execution of an Interim Costs Agreement; and

**WHEREAS**, the Parties have determined to establish an escrow fund with the Township to provide for the payment of the Township's fees, costs and expenses related to the designation of the Redeveloper as the conditional redeveloper of the Redevelopment Area, and the negotiation and execution of a redevelopment agreement (the "Redevelopment Agreement") for the Redevelopment Area (collectively, the "Interim Costs").



**NOW, THEREFORE**, in consideration of the mutual promises, representations, covenants and agreements contained herein and the undertakings of each Party to the other and such other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the Parties, intending to be legally bound hereby and to bind their successors and assigns, do mutually promise, covenant and agree as follows:

1. Payment of Interim Costs.

a. Within three (3) business days after the execution of this Agreement by the Parties, Redeveloper shall deliver the sum of Twenty Five Thousand and 00/100 Dollars (\$25,000.00) to the Township, which the Township will deposit into an escrow account established by it for the payment of its Interim Costs (the "Escrow Account").

b. As a condition to the Township's withdrawal of funds from the Escrow Account for the payment of its Interim Costs, the Township shall provide Redeveloper with a copy of each invoice reflecting Interim Costs to be paid (the "Invoices"). Unless Redeveloper, within 10 days after its receipt of copies of the Invoices to be paid by the Township, provides a written objection that any Invoice does not qualify as an Interim Cost, the Township shall be permitted to withdraw funds from the Escrow Account for the payment of such Invoices.

c. At such time that the balance of the funds held in the Escrow Account is less than Ten Thousand and 00/100 Dollars (\$10,000.00), then, within three (3) business days following receipt from the Township of a written request, Redeveloper shall deliver to the Township for deposit into the Escrow Account such additional funds as are necessary to increase the balance in the Escrow Account to Twenty Five Thousand and 00/100 Dollars (\$25,000.00) for use in accordance with the terms and provisions of this Agreement. In the event this Agreement either expires or is terminated by the Township or Redeveloper, as provided below, then all unused escrowed monies shall be returned to Redeveloper following the payment from the Escrow Account of the Township's Interim Costs incurred up to the time of said expiration or termination.

d. Interim Costs, for the purposes of this Agreement, shall also include, to the extent applicable, the Township's reasonably incurred out-of-pocket fees, costs and expenses related to (i) the designation of Redeveloper as conditional redeveloper of the Project Area, and (ii) the negotiation of the terms and conditions of a redevelopment agreement and other documents related to the redevelopment of the Project Area including, but not limited to, the Township's reasonably incurred out-of-pocket professional fees for legal, accounting, engineering, planning and financial advisory services in connection with the matters described in the foregoing sentence. The Parties agree that the hourly rate to be charged the Redeveloper for redevelopment legal services shall be \$275 per hour and all other professional fees shall be charged at the same rate charged to the Township.

e. If the Township retains a different professional or consultant in substitution for any professional originally retained for any aspect of the Project, the Township shall pay for all time and expenses of the new professional to become familiar with the Project and the Township shall not bill Redeveloper or charge the Escrow Account for any such time and expenses.

2. Notice. Any notice provided to the Township hereunder shall be submitted in writing to:

If to Redeveloper: Avani Goragandhi  
25 Glenn Oaks Court,  
Old Bridge, Nj, 08857

With copy to: George H. Hulse Esq.  
1624 Jacksonville Rd.  
Burlington, NJ 08016

If to the Township: Township Administrator  
710 Rancocas Road  
Westampton, New Jersey 08060

With a copy to: David L. Minchello, Esq., Township Solicitor  
Rainone Coughlin Minchello, LLC  
555 U.S. Highway One South, Suite 440  
Iselin, New Jersey 08830

3. General. This Agreement (i) shall be in effect as long as the Redeveloper is designated the conditional redeveloper or until it is cancelled by the Township; and (ii) may be amended or supplemented only by an instrument in writing executed by the Redeveloper and Township. The Redeveloper's obligation to fund the Escrow Account is not contingent upon the outcome of negotiations or the actual entering of a redevelopment agreement.

**[SIGNATURES APPEAR ON THE FOLLOWING PAGE]**

**IN WITNESS WHEREOF**, the parties hereto have duly executed this Agreement on the day and year first above written.

WITNESS:

**TOWNSHIP OF WESTAMPTON**

By: \_\_\_\_\_  
Marion Karp, Township Clerk

By: \_\_\_\_\_  
John P. Wisniewski, Mayor

ATTEST:

**WESTAMPTON REALTY LLC**

By: \_\_\_\_\_

By: \_\_\_\_\_  
Avani Goragandhi, Sole Member

TOWNSHIP OF WESTAMPTON

RESOLUTION AUTHORIZING A CONTRACT WITH THE  
BURLINGTON COUNTY MUNICIPAL JOINT INSURANCE FUND  
RETROSPECTIVE PROGRAM

RESOLUTION NO. 134-19

WHEREAS, the Burlington County Municipal Joint Insurance Fund (FUND) has offered to the Township of Westampton (MEMBER), a policy endorsement to enter into a Retrospective Program for the 2020 Fund Year with the understanding that a Retrospective Assessment may be due and owing to the FUND through December 31, 2024; and

WHEREAS, this program affords the MEMBER the opportunity, through improved performance, to control their future assessments in accordance with the formulas set forth in the Contract and the Policy Endorsement; and

WHEREAS, the contract term shall commence on January 1, 2020 and end on June 30, 2025; and

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Westampton that it does hereby authorize the Township to enter into the Burlington County Municipal Joint Insurance Fund for 2020 Retrospective Program and further authorizes the Mayor and Township Clerk to execute same.

# BURLINGTON COUNTY MUNICIPAL JOINT INSURANCE FUND

## CONTRACT FOR 2020 RETROSPECTIVE PROGRAM

THIS AGREEMENT is made this \_\_\_ day of \_\_\_\_\_, 20\_\_\_, by and between the BURLINGTON COUNTY MUNICIPAL JOINT INSURANCE FUND, hereinafter referred to as the "FUND", and Westampton Township, a municipality of the State of New Jersey, hereinafter referred to as "MEMBER MUNICIPALITY".

### I. AGREEMENT TO ENTER THE RETROSPECTIVE PROGRAM

The FUND has offered to the MEMBER MUNICIPALITY a policy endorsement to enter into a Retrospective Program for the 2020 Fund Year and the MEMBER MUNICIPALITY has agreed to accept the policy endorsement for the Retrospective Program for 2020 with the understanding that a Retrospective Assessment may be due and owing to the Fund through June 30, 2025. (Six Months after the date the 2020 Fund Year is transferred to the Residual Claims Fund (RCF)). The MEMBER MUNICIPALITY understands and agrees that the Retrospective Program provides that the MEMBER MUNICIPALITY'S future assessments that are payable to the FUND will be determined based upon the MEMBER MUNICIPALITY'S future loss ratio performance. The MEMBER MUNICIPALITY also understands that the FUND has exclusive determination as to whether the MEMBER MUNICIPALITY will be offered the Retrospective program for future Fund Years. It is understood and agreed by the MEMBER MUNICIPALITY that they have had a negative impact on the Fund's surplus during the last six (6) years and are considered to be under assessed based on the Actuarial Rating by more than 15%, and this Program affords the MEMBER MUNICIPALITY the opportunity, through improved performance, to control their future assessments in accordance with the formulas set forth in this Contract and the Policy Endorsement.

### II. CALCULATION OF RETROSPECTIVE ASSESSMENT

A.) In accordance with the FUND'S By-Laws, Plan of Risk Management, Cash Management Plan and Policies and Procedures, the MEMBER MUNICIPALITY shall pay to the FUND a total assessment for 2020 of **\$328,756** (minimum assessment) of which amount, the sum of **\$129,125** is allocated to loss funding to pay all claims within the FUND'S self insured retention for 2020.

B.) As of a valuation date of March 31, 2021 and every three (3) months thereafter, the FUND shall calculate the Retrospective Assessment. The Retrospective Assessment shall be the Minimum Assessment plus the amount that the "Limited Incurred Losses Retained by the FUND" for the MEMBER MUNICIPALITY exceeds **\$129,125** (minimum loss funding).

C.) "Limited Incurred Losses Retained by the Fund" shall be defined as the FUND'S financial responsibility for all claims incurred by the MEMBER MUNICIPALITY after all credits have been given for any excess insurance or subrogation receivable. The final computation of the Retrospective Assessment shall occur when the FUND transfers the 2020 Fund Year to the Municipal Excess Liability Residual Claims Fund on December 31, 2024.

D.) "Limited Incurred Losses Retained by the Fund" shall include: 1) losses paid and reserved; 2) allocated loss adjustment expenses; and 3) an actuarial computation for losses incurred but not yet reported (IBNR). This total shall be limited to the FUND'S retention.

E.) The maximum Retrospective Assessment to be paid by the MEMBER MUNICIPALITY for 2020 Fund Year shall be \$338,411.

F.) The difference between the minimum assessment and the maximum assessment of \$9,655, represents the additional loss funding to pay the claims incurred during the 2020 Fund Year by the MEMBER MUNICIPALITY.

### **III. PAYMENT OF RETROSPECTIVE ASSESSMENT**

The FUND shall determine the amount of the MEMBER MUNICIPALITY'S Retrospective Assessment as set forth in Paragraph II (B) above. If it is determined that the MEMBER MUNICIPALITY owes the FUND a Retrospective Assessment, the amount shall be payable to the FUND within six (6) months of the FUND'S presentation of an invoice to the MEMBER MUNICIPALITY. If the FUND owes the MEMBER MUNICIPALITY a return assessment under this Contract, this amount shall be payable to the MEMBER MUNICIPALITY within six months after the conclusion of the Contract term.

### **IV. TERM OF CONTRACT**

This Contract is for the 2020 Fund Year only, and the term of the Contract shall continue for a period of six (6) months after the date the Fund transfers the 2020 Fund Year to the Residual Claims Fund. Therefore, the term of this Contract shall be for a period of five five (5) years and six (6) months, commencing on January 1, 2020 and ending on June 30, 2025.

### **V. FUTURE DIVIDENDS AND ASSESSMENTS**

The MEMBER MUNICIPALITY shall be entitled to continue to receive FUND dividends and be required to pay Fund Additional Assessments during the term of this Contract. However, it is understood and agreed that should the MEMBER MUNICIPALITY fail to pay any Retrospective Assessment when the Retrospective Assessment is due to the FUND, the FUND may credit toward the past due Retrospective Assessment any and all dividends that are due and payable to the MEMBER MUNICIPALITY.

### **VI. CONSIDERATION**

The promises made and the obligations assumed by each Party to this agreement are made and assumed in consideration of the promises made and the obligations assumed by the other Party to this agreement.

### **VII. NEW JERSEY LAW**

This Agreement shall be governed by and construed in accordance with the laws of the State of New Jersey.

### **VIII. PARTIAL INVALIDITY**

If any term, condition, or provision of this Agreement or the application thereof to any person or circumstances shall, at any time, or to any extent, be deemed invalid or unenforceable, the remainder of this Agreement, or the application of such term or provision to persons or circumstances other than those as to which this Agreement is invalid or unenforceable, shall not be affected thereby, and each remaining term, condition, and provision of this Agreement shall be valid and enforced to the fullest extent permitted by law.

### **IX. BINDING ON SUCCESSORS IN INTEREST**

Except as otherwise provided in this Agreement, all agreements, terms, provisions, and conditions of this Agreement shall be binding on and inure to the benefit of the parties hereto, and/or their respective personal representatives, agents, employees, etc.

**X. NO WAIVER**

No inadvertent or incidental waiver of any term, provision, or condition contained in this Agreement, or any breach of any such term, provision, or condition shall constitute a waiver thereof by either party, or justify or authorize the non-observance on any other occasion of the same or any other term, provision or condition hereof by either party.

**XI. CAPTIONS**

The captions of the paragraphs of this instrument are solely for convenience and shall not be deemed part of this Agreement for the purpose of construing the meaning thereof or for any other purpose.

**XII. ENTIRE AGREEMENT**

This agreement contains the entire agreement of the parties hereto and may not be amended, modified, released or discharged in whole or in part, except by an instrument in writing signed by the parties hereto.

**XIV. NOTICES**

Notices under this agreement shall be sent to:

**MEMBER MUNICIPALITY**

Westampton Township  
710 Rancocas Road  
Westampton, NJ 08060

**FUND**

Paul A. Forlenza, MGA  
Executive Director  
Burlington County Municipal Joint Insurance Fund  
6000 Sagemore Drive, Suite 6203  
P.O. Box 530  
Marlton, NJ 08053

**XV. SIGNATURES**

By these signatures, the parties agree to all the terms, conditions and provisions of this Contract.

This Contract is dated this \_\_ day of \_\_\_\_\_, 20\_\_.

**BURLINGTON COUNTY MUNICIPAL JOINT INSURANCE FUND**

BY: \_\_\_\_\_  
FUND CHAIRPERSON

BY: \_\_\_\_\_  
FUND SECRETARY

**MEMBER MUNICIPALITY**

BY: \_\_\_\_\_  
MAYOR

BY: \_\_\_\_\_  
CITY CLERK